



Community Development and Housing Department

CDBG Public Service Grant Program FY 2017-2018 FUNDING CYCLE



Topics

- Program Purpose
- HUD National Objectives
- HUD Household Income Certification
- Eligible Activities
- Post Award Requirements
- Points to Remember



Program Purpose

This program provides Community Development Block Grant (CDBG) funds to local public services agencies and community organizations. CDBG grants must be used to plan and implement projects that improve the lives of people living in low and moderate-income neighborhoods.



National Objectives

Community Development Block Grant (CDBG) activities must meet one or more of the National Objectives specified for the CDBG program contained in the Code of Federal Regulations, Title 24, Part 570 at Section 570.208 as applicable to CDBG guidelines and regulations established by the US Department of Housing and Urban Development (HUD) and other restrictions established by the Citizen's Advisory Council and the City of High Point.

CDBG activities must –

- Benefit low and moderate income persons*
- Aid in the prevention or elimination of slum and blight; and
- Meet community development needs having a particular urgency.

* CDBG Public Service grants meet HUD's National Objective to benefit low and moderate-income persons

2016 HUD Household Income Limits

Persons in Household	Extremely Low Income (30% Median)	Very Low Income (50% Median)	Low Income (80% Median)
1	11,900	19,850	31,750
2	16,020	22,700	36,300
3	20,160	25,550	40,850
4	24,300	28,350	45,350
5	28,440	30,650	49,000
6	32,580	32,900	52,650
7	35,200	35,200	56,250
8	37,450	37,450	59,900

Source: 2016 HUD Section 8 FMR Income Limits – Guilford County
The Area Median Income for Guilford County is \$57,200



Public Service Activities 24 CFR 570.201 (e)

Eligible Activities Include but are not limited to:

- Fair Housing Counseling
- Energy conservation
- Welfare (not public assistance)
- Recreational Needs
- Homebuyer Downpayment Assistance
- Employment
- Crime Prevention
- Child Care
- Health
- Drug Abuse Prevention
- Education



Application Information

Eligible Projects

- 1. Neighborhood and Housing Improvement**
- 2. Neighborhood Organizing/Organizational Development**
- 3. Crime and Public Safety**
- 4. Public Services: Health, Education, Recreation and Cultural Initiatives**



Application Information

Eligible Expenditures

**Salaries of program staff delivering services,
program supplies, materials and goods and
contractual services directly related to Project
implementation**



Application Information

Insurance Requirements

All Subrecipients awarded CDBG funding must secure and maintain for a period of 3 years, Worker's Compensation insurance, employer's liability insurance, commercial general liability insurance, commercial vehicle liability insurance (for any vehicle used to transport program clients), umbrella or excess liability insurance and professional liability or errors or omissions insurance and shall list the City as additional insured.



Application Information

Ineligible Expenditures

- 1. Administrative costs**
- 2. Professional services and Consultant Fees**
- 3. T-shirts (unless required by the Program)**
- 4. Office Equipment, Furnishings and Personal Property**
- 5. Computers and Software**
- 6. Field Trips as incentives or rewards**
- 7. Gas allowance for volunteers**
- 8. Stipends or giveaways to individuals (i.e. gift cards)**
- 9. Food Purchases and Entertainment**
- 10. Buildings or portions thereof, used for the general conduct of government**
- 11. General government expenses and/or political activities**
- 12. Construction of new housing**
- 13. Construction equipment**
- 14. Operating and maintenance expenses**
- 15. Maintenance and repair of publically owned streets, parks, playgrounds and public facilities**
- 16. Income payments**



Application Information

Program Match

Applicants must pledge, secure and document matching resources totaling 25% of CDBG funds requested.

Documentation must be provided indicating that these resources are available for use between July 1, 2017 and June 30, 2018. Acceptable Match includes:

- Cash
- Volunteer Labor
- In-kind Contributions

Points to Remember

- Understand Target Audience (identified need)
- How Will the Project Benefit Low to Moderate-Income Communities?
- Clearly State Goals and Quantifiable Outcomes (Performance Measures)
- Submit Required Materials and Documentation



Points to Remember

- Detailed Project Budget
- Documented Matching Resources at 25% of Grant Request
- Identify Census Tracts/Block Groups to be served
- Attach Map of Project Site (within city limits)
- Attach 501(c)3 Certification
- Attach Most Recent Audit
- Must purchase insurance at required coverage if funded



Points to Remember

Download and Complete Application at:

www.highpointnc.gov/cd

Submit:

One original application

One copy of application



Tentative FY 2017-2018 Schedule

<u>Activity</u>	<u>Date</u>
CDBG Application Due Date	6-Jan-17
CAC Public Presentation	23-Feb-17
CAC Action Plan Public Hearing	TBD
City Council Presentation	TBD
Submit Action Plan to HUD	TBD
Funds Available to Grantee	1-Jul-17

Requirements

- Monthly reports are due by the tenth of each month
- Review your contract Scope of Services prior to requesting funds
- Request reimbursements on your letterhead
- Provide copies of eligible expenditures, invoices and itemized receipts for reimbursement
- Complete project by June 30, 2018
- Spend funds in a timely manner and request all funds prior to June 30, 2018



NOTE!!!!

Certified 501(c) 3 non-profit organizations that received CDBG Public Service Grant funds during the previous program year (currently July 1, 2016-June 30, 2017), may only apply for up to 90% of the amount received for the same program or activity.



Community Development & and Housing Department

QUESTIONS and ANSWERS



For Technical Assistance Contact:

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Community Development and Housing Department

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